#### KENTUCKY GOVERNOR'S OFFICE of EARLY CHILDHOOD

### **RFA Cover Page**

**Total Membership**: 14

Council Name: Cumberland County Community Early Childhood Council Total Pages: 12

**Counties Served**: Cumberland

**Chair Information** 

|   | Chair Name: Rebecca Scott  |
|---|--|
|   | Address: 46 David L. Williams Lane Burkesville, KY 42717   |
|   | Phone Number: (270)864-2524  |
|   | Email: rebecca.scott@lc-hs.org   |
|   | Fiscal Agent   |
|   | Fiscal Agent Name: John Phelps   |
|   | Organization: Cumberland County Fiscal Court Organization Type: Governmental   |
|   | Tax ID (Federal): Click here to enter text. Tax ID (State): SD-29-100  |
|   | Address: P.O. Box 826 Burkesville, KY 42717  |
|   | Phone: (270)864-3444   |
|   | Email: john.phelps@duo-couty.com   |
|   |  |
|   | The undersigned agree to ensure the funds awarded by this grant will be used to complete the plans outlined in this application and achieve School Readiness for children in the service area. |
|   | Polecca Scott Date: 5-14-14  |
| 1 | Community Early Childhood Council Chair  Date: 5-13-2019   |
| 1 | Community Early Childhood Council Fiscal Agent   |
|   | Am Hma   |
|   | My commission expires on:/-/5 Notary Seal  |
|   |  |

#### Project Summary for Cumberland County Community Early Childhood Council

The Cumberland County Community Early Childhood council and its partners will present to the community of Cumberland County two programs. The first one will be Countdown to Learning where the Council and its partners will distribute School Readiness materials such as flash cards, paper, pencils, crayons, and scissors. The Council will also distribute STEM (science, technology, engineering, and math) kits to child care centers and other child care providers. The second program the Council will present is Parents are Winners and Supporters (PAWS). This program is to remind the importance of parental and daycare provider involvement with School Readiness.

## Summary of Previous Activities for Cumberland County Community Early Childhood Council

The Cumberland County Community Early Childhood Council held a first annual Countdown to Learning Event on October 17, 2013. The council was able to reach 150 families across Cumberland County. Each child that attended received a literacy packet that contained 4 books addressing each of the following developmental areas: math, science, language/communication, and physical well-being. The council also included Parent Guides from the Governor's Office in each packet. Fourteen local business set up informational booths for parents and children to visit.

The Council purchased gross motor kits to distribute to local daycare centers, schools, and Head Start Program. Each kit contained 12 hoops, 6 rubber playground balls, 6 rhythm ribbons, 6 super 8' speed ropes, 10 numbered bean bags, 4 sidewalk chalks, 8 juggling balls, and 5 foam sport balls.

The Council started a Facebook page since this is the age of electronics. The Facebook page reached many families, county officials, and educators with a total of 53 likes.

The Council extended their services by holding a training on physical well-being. The training was for local and surrounding school and daycare employees. Everyone one attended got professional development hours. The training was held on March 15, 2014.

#### Strategic Plan

In preparing the grant for the 2014-2015 school year the Cumberland County

Community Early Childhood Council (CCCECC) has had several successful meeting
with a variety of community partners present. Represented at the meeting were the

Cumberland County Schools District, Lake Cumberland Head Start, Cumberland

County Fiscal Court, Lake Cumberland Health Department, UK/QEI Stars, Sugar and

Spice Daycare, Cumberland County Hands Program, Cumberland County Extension

Office and Kentucky Certified Child Care Trainer. Among this group of collaborating
partners, we were able to decide to review the community needs and discuss activities
that the council could host for our community. During the meeting the council decided
on three activities for the year.

With further discussion of the ideas, the council decided that the first and foremost they still needed to work on building up their council. This is where the council established the first goal:

To promote the importance of early childhood in Cumberland County and to further develop the identity of the Cumberland County Community Early Childhood Council.

To achieve this goal the council will utilize the local Duo-County Cable Company to promote awareness of the Council. The local radio station has a thirty minute program call "Talk Around Town", which members of the council will attend to inform the community about the CCCECC. The council has created and will maintain a Facebook

page to promote the council and communicate messages to the community. The council has also decided to distribute flyers in the local churches and other hot spots in the community such as the Housing Authority, Tri County Electric billing cycle as well as the local Community Action Center and Community Based Services Office.

The council will measure the number of people reached through the radio as well as monitor the Facebook pages for "likes", "comments", and members of the page to provide proof of outcomes. The council will track the number of people that the flyer reached through attendance at local churches and well as the number of people that received Tri County bills and Housing Authority bills. The number of people in Cumberland County with access to the local Duo-County Cable Company can also be approximated.

The council discussed the community need further and reviewed the county profile, noting the weakness in Cognitive/General Knowledge with the focus being on Science, Technology, Engineering, Math (STEM) and Reading. To meet the community needs and promote the councils importance the council established the second goal:

Hold the second annual event "Count Down to Learning" to promote the importance of early childhood in Cumberland County and to further promote the identity of CCCECC within the community.

To achieve this goal the council decided to hold a second annual event. This event will be called "Second Annual Count Down to Learning". The event will be hosted by the council and be held at the Burkesville First Christian Church. The council will invite families out to participate in this event. The event will be held on October 16, 2014 from

3-7. The event will include inviting local agencies to participate and assist in preparing children for school readiness. Agencies included but are not limited to: Lake Cumberland Health Department –HANDS Program, Child Care Health Consultant, Diabetes Program, Breastfeeding Program, Heat Start, Daycares, University of Kentucky Extension Office, Cumberland County Hospital, all local physicians, school staff and teachers, local fire department and police.

At this event the council will distribute labeled and numbered Parent Guides that they received from the Governor's Office. Also at this event the council will distribute school readiness packets for families with children ages birth to five. These packets will include four sets of flash cards (Phonics, Numbers, Colors and Alphabet) primary paper, scissors, and pencils. Also each family will receive a box of crayons. One packet will be given per present child that is birth to five years of age. These packets will be purchased from the Mighty Dollar in Jamestown, KY with each packet (including the bag) totaling \$8.00. Three hundred sixty boxes of crayons totaling \$360 will also be purchased. According to the profile there are 405 children under the age of five in Cumberland County thus the total cost of the packets will be \$3,600.00.

The council will measure the outcomes of this event by the number of packets and parents guides that are distributed. Each packet and guide will be labeled and numbered with the councils name and information about the local council. To receive these packets each family will be asked to complete a simple questionnaire that is later created by the council to gather data on the children in Cumberland County.

The council has decided that they will create STEM Kits to distribute to each active member of the council that works with children in the targeted age group. The kits will be purchased from Lakeshore Early Learning Company. The kits are an innovative STEM Science Stations; children explore magnetism, motion and buoyancy—as they complete hands-on experiments and engineering activities! Each station includes 8 cards that prompt students to perform simple experiments...and comes with all the hands-on materials to complete each one. Plus, each station features an engineering activity to extend the learning—and build critical-thinking and problem-solving skills! You get all 3 stations, each with a guide and a wooden stand to display the 8" x 8" activity cards. Each kit costs \$115.00. The council will need approximately 10 kits, totaling \$1,150.00. These kits will address the needs of the community as well as encourage and promote the council in and among Cumberland County,

The kits will be labeled and numbered. For each facility that the kits are given to, the council may require specific data from them such as the number of children they serve a well as ages.

When reviewing the past years activities the council decided to establish a program for parents and staff. The program will be called "Parents are Winners and Supports" (PAWS). This program will help meet the need of the community by providing activities for Professional Development for childcare staff and well as interactive activities for parents and child. During this meeting the council decided to establish a third goal:

To promote the importance of parental involvement as well as staff professional development to ensure Cumberland County child are school ready

To achieve this goal the council will prepare a bag for each family that will be numbered and labeled with the CCCECC information. This program will be offered once a week for two hours each night for one month. Each week will focus on the stem kit that centers received. The bags will contain a set of materials that focuses on the specific STEM unit being presented and a set of printed activities to develop STEM education in Cumberland County. The council estimates about 30 families and staff that will attend. The cost for trainers to present the program will be \$400. Any School Readiness bags that are left from the Countdown to Learning Event will be distributed to the families that attend.

The council will measure the number of people that attend each night. To receive credit for the session each parent will be handed an evaluation to review comments about future classes. This will help the children of Cumberland County to be school ready.

The council decided unanimously that given the instance that there are extra school readiness packets or other information, these items would be distributed at any local events that targeted ages will be present. For example, local festivals, health fairs, etc. The remainder of the STEM kits may be distributed to each active member of the council who works with children in the targeted age group will evenly divided among active members. Given circumstance that the council sees a need in the community that a STEM kit is needed elsewhere, the council will meet and make an agreement to

alternately distribute these remaining kits to ensure that the entire community is reached through these funds.

# **CECC Budget FY15**

| Total Requested Amount | \$ 7000                      |
|------------------------|------------------------------|
| Additional Revenue     | \$ Click here to enter text. |

| Fxnense   | Description  | Amount Requested | In/Kind Match |
|---|--|------------------|---------------|
| Budget Items  | Describe purpose of budget items below. Please outline the who, what, when, and where of each expenditure  | \$3,000.00       | \$2,000       |
| Personnel/Fringe Benefits – (Hourly rate x # of hours) and/or total amount of consultant fees | The community partners attending the annual event will be donating their time to the council's event. The event will have around 30 community partners attend at an average rate of \$20 per hour. In-Kind for this event will total \$3000.  The council members will be present at quarterly meetings with meetings lasting up to two hours. An estimate of 11 members will be present at the meetings with a total of \$1760. | 0\$              | \$4760        |
| <i>Travel</i> – Total estimated expenditures  | Estimated cost of two members attending CECC Institute.  | \$1000           | \$2000        |
| Supplies/Material/Equipment – Estimated number and cost of items                              | School Readiness bags will be created. These items will be purchased from the Mighty Dollar. Each bag will contain 4 sets of flash cards, primary paper, scissors, pencils and a tote totaling \$5 per packet. According to the profile the county has 405 children under the age of five: 405 x \$8 = \$3240. 360 boxes of crayons will be given out = \$360 STEM Kits will be purchased from Kaplan.                           | 0009\$           | \$100         |

# **CECC Budget FY15**

| Name and the state of the state | The second secon |     |        |
|--|--|-----|--------|
|  | to buy 10: \$115 x 10 = \$1150.  The council will need ink to print labels and other information to distribute. The cost of the ink is approximate: \$500.  Labels and paper will be donated with a total value of In-Kind \$100 approximate.  Instructors for training: \$400  Advertising in newspaper: \$200  Reusable vinyl banner: \$150  |     |        |
| Stipends and Mini-Grants- Mini-grants<br>25% of total requested amount   | Click here to enter text.  | \$0 | \$0    |
| Administrative – Limited to 5% of requested amount   | In-Kind- The County Judge Executive office will be spending up to one hour per month at \$20/hour to manage funds totaling \$240. The CCCECC members will spend approximately one hour per week completing paperwork for the council at \$20/hour totaling \$1040.   | \$0 | \$1280 |
| Other  | Burkesville First Christian Church will be used for the event. The charges for the building will be \$100 for the event. This will include the council cleaning up after the event.  | 0\$ | \$100  |

# **CECC Membership List FY15**

| C10000 C11 18010 | כוובת ווכוס נס כוונכו נבאני          | (200)                      | CHOOSE an Item.          | Last Name    | First Name |
|------------------|--------------------------------------|----------------------------|--------------------------|--------------|------------|
| Choose an item.  | Click here to enter text             | (507) 555-5555             | mati ne osood            | - 3C+ N.3830 |            |
| Choose an item   | Click here to enter text.            | (502) 555-5555             | Choose an item.          | Last Name    | First Name |
| Choose an item.  | Click here to enter text.            | (502) 555-5555             | Choose an item.          | Last Name    | First Name |
| Choose an item   | Click here to enter text.            | (502) 555-5555             | Choose an item.          | Last Name    | First Name |
| Member           | Kelly@estherhouseky.org              | (270) 864-2200             | Other                    | Guffey       | Kelly      |
| Member           | Debbie.messenger@uky.edu             | (270) 433-7700             | Cooperative<br>Extension | Messenger    | Debbie     |
| Member           | rcorriveau@ekccc.org                 | (859) 361-6929             | Child Care Aware         | Corriveau    | Rachael    |
| Member           | chrystal.wilson@uky.edu              | (606) 307-4562             | STARS                    | Wilson       | Chrystal   |
| Member           | Shirleya.roberson@lcdhd.org          | (270) 343-2181<br>ext.6233 | Health Department        | Roberson     | Shirley    |
| Treasurer        | John.phelps@duo-count.com            | (270) 459-0241             | Other                    | Phelps       | John       |
| Member           | Mcec6562@windstream.net              | (270) 459-1831             | School District          | Catron       | Effie      |
| Member           | sherri.scott@cumberland.kyschools.us | (270) 459-1217             | Child Care               | Scott        | Sherri     |
| Member           | Casey.dishman@lc-hs.org              | (606) 278-5409             | Head Start               | Dishman      | Casey      |
| Member           | Jennifer.brown@lcdhd.org             | (270) 459-1768             | HANDS                    | Brown        | Jennifer   |
| Vice Chair       | kesha.dyer@lc-hs.org                 | (270) 864-2524             | Head Start               | Dyer         | Kesha      |
| Member           | Click here to enter text.            | (270) 864-4390             | School District          | Perdue       | Lisa       |
| Member           | learningtreecumberland@hotmail.com   | (270) 864-1686             | Child Care               | Likens       | Amanda     |
| Chair            | Rebecca.scott@lc-hs.org              | (270) 864-2524             | Head Start               | Scott        | Rebecca    |
| Member Type      | Email                                | Phone                      | Agency                   | Last Name    | First Name |



# LAKE CUMBERLAND COMMUNITY ACTION AGENCY HEAD START

P.O. Box 830 23 Industry Drive Jamestown, Kentucky 42629-0830 Phone: 270-343-6400

Fax: 270-343-2800

HONORABLE GREG RANKIN, Chair DALLAS R. HOSKINS, Policy Council Chair ALICIA K. POLSTON, CPA, Executive Director LIBBY PHELPS-BROWN, Acting Head Start Director

April 24, 2014

To Whom It May Concern:

The Lake Cumberland Head Start Program and the Cumberland County Early Childhood Council collaborate together with the common goal of achieving school readiness. Lake Cumberland Head Start understands the importance of this partnership to ensure a child's future success in school and life by involving them in early learning opportunities. We will strive together to assist and encourage parents in active participation in their child's education and reaching school readiness goals as they prepare for their transition to Kindergarten.

Each year, approximately one-quarter of Kindergarten students enter school unprepared. Lake Cumberland Head Start is pleased to partner with the local Early Childhood Council. In establishing the early connections between preschool children and their families in our communities we can ensure for their success in school and life.

Lake Cumberland Head Start Program is pleased to support the mission and activities of the Cumberland County Early Childhood Council.

Sincerely,

Libby Phetps-Brown

**Acting Head Start Director** 

Connie Foster

Family and Community Content Area Manager

LPB:dh



# **Cumberland County Elementary School**

PO Box 190 Burkesville, KY 42717 270-864-4390 Fax 270-864-2756 Lisa.perdue@cumberland.kyschools.us



Lisa Perdue, Principal Nathan Garner, Asst Principal Sandy McKinney, Guidance Counselor Valerie Shelley, Instructional Specialist

To Whom It May Concern:

I am writing this letter in support of the Early Childhood Council for Cumberland County. As principal of Cumberland County Elementary School, I commit to collaborate with other local agencies to help improve school readiness in Cumberland County. Please contact me if you have any questions or concerns.

Thank you,

isa Perdue

To whom it may concern:

Iam writing this letter as a commitment to colaborate with the Carly Childhood Council for Cumb. County. I will work with other local agencies to help with school readiness in Cumb Co. Children.

Thonk Your

Amanda Xikens

Director)

Learning Tree Child Care Center

(864-1686)

## Communication Plan for the Cumberland County Community Early Childhood Council

The Cumberland County Community Early Childhood Council has worked very hard to educate the community on their mission and purpose. Since 2013/2014 was the first year this council has convened in quite some time, we decided to share our mission and purpose through social media such as Facebook. Using this outlet has allowed us to reach so many families, county officials, and educators from Kentucky, Tennessee, and Washington with a total of 53 likes (90% women and 10% men). The council has used social media to share information on upcoming council events, meetings, resources, articles related to early childhood, links, and of course Monthly Messages from the Governor's Office of Early Childhood. In regards to the 2014/2015 fiscal year, we plan to continue our posts to Facebook and hopefully continue to build our virtual audience.

A second form of communication will be to utilize our community newspaper, The Cumberland County News. The council will purchase an ad to advertise our Countdown to Learning Event and our brand new program PAWS.

A third form of communication the council has planned to share information about upcoming events and parent programs is WKYR Radio Station. The council will participate in two radio spots on "Talk Around Town". The radio is widely listened to in our community and we hope to share not only council information but the importance of School Readiness and Monthly Messages from the Governor's Office of Early Childhood to help create awareness throughout Cumberland County.

Finally, the council will be partnering with the local television station, Duo-County, to run flyers for our Countdown to Learning Event, PAWS trainings, and information on School Readiness. The council is very excited to continue to collaborate with our community and expand on programs that were such a huge success last year.

# Community Needs Assessment for the Cumberland County Community Early Childhood Council

Cumberland County Community Early Childhood Council (Cumberland CECC) utilized data from the Early Childhood Profiles to determine the needs of the early childhood population within our community. The council discovered many needs: however, we have chosen to focus on the needs that best yield improved school readiness and parent education of our Early Childhood population.

Cumberland CECC identified that our Early Childhood population is lacking school readiness. Cognitive/general knowledge, language and communication, physical well-being, self-help, and social emotional are all domains that play an important role in School Readiness. The 2014 Early Childhood profile shows that only 50% of our children will begin Kindergarten ready to engage in and benefit from early learning experiences. The state average for school readiness is 49%. The council has determined that we should assist those 50% who can be school ready by planning a second "Countdown to Learning" event.

To address the communities need for School Readiness the council will distribute School Readiness packs to promote cognitive/general knowledge, language, science and math. The School Readiness packs will contain flashcard with letters, numbers, colors, and phonics, primary paper, scissors, and pencils. Stem kits will be additional support for our community in math and science. Stem kits consist of magnets to explore magnetism, motion and buoyancy, hands-on materials to perform simple experiments, and engineering activities to extend learning and build thinking and problem solving skills. Each kit will be given to various facilities in our community. Once

a week for a month CCCECC will offer Stem Kit training entitled PAWS (Parents Are Winners and Supporters) to focus on the Stem Kits. These training will be hands on experiences for parents and facilities in our community.

While the community has numerous areas of concern when it comes to our childhood population, the above needs are some we as a council determined were the most important. Through a proposed plan we will be able to reach numerous families within our community to make the most impact on our children along the path to School Readiness. With support from our community and its leaders we will be able to make a better future for all of us in Cumberland County.

I, the undersigned, acknowledge and confirm that in carrying out my duties as a director, officer or member of The Governor's Office of Early Childhood Community Early Childhood Council (CECC), a non-profit organization, I am charged with a duty of loyalty and fiduciary accountability to the CECC. To this end, I acknowledge my responsibilities to act in the course of my duties solely in the best interest of the CECC, without consideration of the interests of any other person or organization and to refrain from taking part in any transaction where I do not believe in good faith that I can with undivided loyalty to the CECC.

I shall disclose to the Council any potential conflict of interest I may have from time to time, including the identification of any material, financial or other beneficial interest held by me or by my immediate family in organizations engaged in the same business or services as the CECC or engaged in the delivery of products or services to the CECC. I shall also disclose any transaction with the CECC which would result in any benefit to me, my immediate family, or any organization in which I have a material financial or other beneficial interest or involvement, and I shall refrain from participation in any action on such matters, except to the extent permitted by the Conflict of Interest Policy.

I shall not disclose or exploit for any personal advantage, or for the advantage of any other organization in which I have an interest or involvement, any confidential information acquired by me regarding CECC business activities or plans. Further, I will abstain from CECC votes impacting organizations in which I have interest or involvement.

Pursuant to the above, I hereby report that I have an interest or involvement as an owner, partner, director, trustee, officer, employee, or agent of, or that I or my spouse, parents, children, or spouses of children, brothers or sister, or spouses of brothers or sister or any combination of them, have a material financial interest (greater than 5% ownership) or any other beneficial interest in:

| 1. The following organizations engaged in t<br>Community Early Childhood Council. | he same or substantially similar businesses or services as the |
|---|--|
| a. Name:  |  |
| Interest or Involvement   | S. a   |

b. Name:

Interest or Involvement

2. The following organizations engaged in the delivery of products or services to the corporation:

c. Name:

d. Name:

Interest or Involvement

I assume the duty of notifying the Community Early Childhood Council, in writing, of any changes in or additions to the information disclosed in this Disclosure Statement.

| Date: 5-13-14 | Signature: | the Messenger |
|---------------|------------|---------------|
|               |            |               |

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- 1. The following organizations engaged in the same or substantially similar businesses or services as the Community Early Childhood Council.
  - a. Name:

Interest or Involvement

b. Name:

Interest or Involvement

- 2. The following organizations engaged in the delivery of products or services to the corporation:
  - c. Name:

Interest or Involvement

d. Name:

Interest or Involvement

I assume the duty of notifying the Community Early Childhood Council, in writing, of any changes in or additions to the information disclosed in this Disclosure Statement.

Date: 5-13-14 Signature: Mirley Koberson

a. Name:

Interest or Involvement

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| 1. | The following organizations engaged in the same or substantially similar businesses or services as the | ıe |
|----|--|----|
| Co | ommunity Early Childhood Council.  |    |

| Interest or Involvement             |   |
|-------------------------------------|---|
| b. Name:                            |   |
| Interest or Involvement             |   |
| 2. The following organizations enga | ged in the delivery of products or services to the corporation: |
| c. Name:                            |   |
| Interest or Involvement             |   |
| d Name                              | ē.  |

I assume the duty of notifying the Community Early Childhood Council, in writing, of any changes in or additions to the information disclosed in this Disclosure Statement.

Date: 5-13-14 Signature: Lachael Confidence

I, the undersigned, acknowledge and confirm that in carrying out my duties as a director, officer or member of The Governor's Office of Early Childhood Community Early Childhood Council (CECC), a non-profit organization, I am charged with a duty of loyalty and fiduciary accountability to the CECC. To this end, I acknowledge my responsibilities to act in the course of my duties solely in the best interest of the CECC, without consideration of the interests of any other person or organization and to refrain from taking part in any transaction where I do not believe in good faith that I can with undivided loyalty to the CECC.

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Pursuant to the above, I hereby report that I have an interest or involvement as an owner, partner, director, trustee, officer, employee, or agent of, or that I or my spouse, parents, children, or spouses of children, brothers or sister, or spouses of brothers or sister or any combination of them, have a material financial interest (greater than 5% ownership) or any other beneficial interest in:

- 1. The following organizations engaged in the same or substantially similar businesses or services as the Community Early Childhood Council.
  - a. Name:

Interest or Involvement

b. Name:

Interest or Involvement

- 2. The following organizations engaged in the delivery of products or services to the corporation:
  - c. Name:

Interest or Involvement

d. Name:

Interest or Involvement

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Date: 5-12-14 Signature: Unaptal Lilson

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Interest or Involvement

b. Name:

Interest or Involvement

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  - c. Name:

Interest or Involvement

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Date: 5/12/14 Signature: Signature House

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Date: 4/22/14 Signature: Signature:

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Date: 7-22-14

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Date: 4-22-14 Signature: Relicica Scott

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|--|----------------------|
| Community Early Childhood Council.   | _                    |
| a. Name Cumberland Co Elementary   | xclool               |
| a. Name Combined Council.  a. Name Combined Co Elementary  Interest or Involvement educating K-5th grade | students             |
|  |                      |

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Date: 4-22-14

Signature: Kesha Cyer

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Date: 4-22-14 Signature: Junify Brown